

PHILIPPINE SCIENCE HIGH SCHOOL SYSTEM**REQUEST FOR QUOTATION FORM &
NOTICE
(GOODS)**

Office/ Campus:	PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS
Address/ Contact Details:	Sitio Sampaga West, Barangay Sampaga, Batangas City

Quotation No.:	2023-11-199
Date :	November 23, 2023

Project:

**FOR THE RENTAL OF SOUND SYSTEM WITH SPEAKERS AND SUB-WOOFERS FOR THE
PASKORUS 2023**

The **PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS (PSHS-CALABARZONRC)** intends to apply the sum of **EIGHT THOUSAND PESOS ONLY (Php8,000.00)** being the Approved Budget for the Contract (ABC) to pay for the contract for the Project: **FOR THE RENTAL OF SOUND SYSTEM WITH SPEAKERS AND SUB-WOOFERS FOR THE PASKORUS 2023.**

TERMS OF REFERENCE:

1. The Philippine Science High School - CALABARZON Region Campus (PSHS-CALABARZONRC) now invites qualified suppliers/dealers/manufactures to submit price quotations for the above-mentioned project with the following deliverables / scopes / specifications:
 - 1.1 Delivery and installation (whenever required) will be at PSHS CALABARZON Region Campus in Sitio Sampaga West, Brgy. Sampaga, Batangas City
2. Procurement will be conducted through one of the Alternative Modes of Procurement under the "Government Procurement Reform Act".
3. Interested suppliers may obtain the Request for Quotation (RFQ) Form from the Finance and Administrative Division (FAD), PSHS-CALABARZONRC c/o Mr. Edsel E. Espino (043) 724-6199; from 9:00am – 3:00pm without cost and from [https:// www.philgeps.net](https://www.philgeps.net).
4. Upon submission of the RFQ, please attach the following documentary requirements:
 - a. Mayor's Permit
 - b. PhilGEPS Registration Number
 - c. DTI or SEC Registration
 - d. BIR 2303/OCR Number
5. The deadline for submission of duly accomplished RFQ Form (Open or Sealed) is on December 5, 2023, 3:00pm. Suppliers are not required to attend the Opening of Quotations.
6. Send your RFQ with complete documentary requirements to bac@cbzrc.pshs.edu.ph and address it to Kendra L. Inumerable, BAC Secretariat Member.
7. The winning supplier will be notified in writing or by phone or otherwise by the Head of the Procuring Entity (HOPE) subject to the provisions of RA 9184 and its Revised IRR.
8. The PSHS-CALABARZONRC reserves the right to accept or reject any price offer, and to annul the procurement process and reject all offers at any time prior to contract award, without thereby incurring any liability to the affected supplier or suppliers.



MARY ANGEL L. GAVINA

BAC Chairperson

DOCUMENT TRACKING FORM

<input type="checkbox"/>	FAD	<input type="checkbox"/>	SSD
<input checked="" type="checkbox"/>	CID	<input type="checkbox"/>	OCD
<input type="checkbox"/>		<input type="checkbox"/>	QMSO

REFERENCE NO.: CID-2023-682
DATE: 11/29/23

FROM/TO	PARTICULARS	ACTION/S TAKEN	SIGNATURE	DATE (mm/dd/yy)
SAB	APP, PPMP, TOR, PR, Paskorus Sound System	routed to signatoria	<i>S. Bautista</i>	
JLUF	\$ - do -	Forwarded to KLUF	<i>JK</i>	11-29-23

TO ALL DIVISION RECORDS CUSTODIANS: Once document(s)/record(s) is/are signed, please return to the Records Management Unit (RMU) for proper monitoring and filing.

Office/ Campus: PHILIPPINE SCIENCE HIGH SCHOOL CALABARZON REGION CAMPUS
 Address/ Contact Details: Barangay Sampaga West, Batangas City

Quotation No.: _____
 Date: 2023-11-15
 November 23, 2023

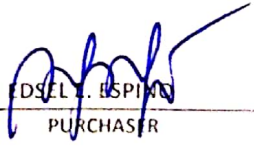
SIR / MADAM:
 May we request for quotation on materials enumerated hereunder. If you are interested and in a position to furnish the same, we shall be glad to have your best prices.
 Delivery within _____ calendar days upon receipt of approved Purchase Order (PO).

In case of failure to make the full delivery/completion within the time specified as offered/required, the Supplier shall be liable for liquidated damages/penalty of one-tenth (1/10) of one percent (1%) of the Contract Price per calendar day of delay minus the value of the delivered/completed portion(s) of the approved P.O./Contract.

Item #	QTY	UNIT	ITEM/DESCRIPTION	UNIT COST	TOTAL COST
			PRICES MUST BE Tax (VAT) INCLUSIVE		
1	1	LOT	SOUND SYSTEM (RENTAL) TO BE USED IN PASKORUS 2023 SCHEDULED ON DECEMBER 18, 2023 AT 1:00PM TO 4:00PM; IT MUST INCLUDE THE FOLLOWING: → SPEAKERS → SUBWOOFERS → MIXER/S → MICROPHONE (6 UNITS) → MICROPHONE STAND (6 UNITS) → AUDIO PLAYERS		
TOTAL					

Delivery Term : DECEMBER 18, 2023, 1:00PM TO 4:00PM
 Delivery Time : -
 Payment Term : WITHIN 15-30 CALENDAR DAYS AFTER THE COMPLETE DELIVERY OF PROCURED GOOD/S AND/OR SERVICE/S

Very truly yours,


 DSEL V. ISPIÑA
 PURCHASER

Telephone: 043-779-8320 local 803

Authorized Company Representative :

PRICES IN THE ABOVE OFFER ARE CERTIFIED TRUE AND CORRECT:

(Signature Over Printed Name)

Company Name : _____
 Address : _____
 Telephone nos. : _____
 T.I.N. : _____

IMPORTANT
 1. Prices must be typewritten in ink clearly.
 2. If offering a substitute/equivalent, specify the brand and make.

PURCHASE REQUEST

Entity Name: **PHILIPPINE SCIENCE HIGH SCHOOL - CALABARZON REGION CAMPUS**

Fund Cluster: **1101101**

Office/Section : CID-PEHM UNIT	PR No.: <i>2023-11-199</i>	Date: <i>November 23, 2023</i>
	Responsibility Center Code : <i>19-016-09-00014-02</i>	

Stock / Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	LOT	SOUND SYSTEM FOR THE PASKORUS			8,000
		Includes:			
		Speakers, Subwoofers and Mixer			
		6 microphone			
		6 microphone stand			
		Audio Playes			
					8,000. Php

Purpose: To establish an effective communication channel for the program and ensure clear audio reception from the performers.

<p>Signature : _____</p> <p>Requested by: <i>S. Bautista</i></p> <p>SARHA A. BAUTISTA</p> <p>Designation : FACULTY, PEHM UNIT</p>	<p>Approved by: _____</p> <p><i>Rex S. Forteza</i></p> <p>REX S. FORTEZA</p> <p>CAMPUS DIRECTOR</p>
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TERMS OF REFERENCE FOR THE RENTAL OF SOUND SYSTEM WITH SPEAKERS AND SUB-WOOFERS FOR THE PASKORUS 2023

I. Background

The PSHS CalabarzonRC is a specialized public school that offers a rigorous and enriched curriculum to prepare its students for careers in science, technology, engineering, and mathematics (STEM). It strives to foster a culture of excellence, innovation, and service among its learners and staff; to create a learning environment that supports the development of not only academic skills, but also musical abilities. The PSHS CalabarzonRC believes that music-making is an integral part of the curriculum, pedagogy and performance of its scholars, and seeks to nurture their musical talents and interests.

II. Rationale

The annual celebration of Paskorus in its ninth year at Pisay Calabarzon stands as a testament to its enduring vision. This event has evolved into a cherished tradition, aiming to celebrate and illuminate the diverse cultural heritage of the Philippines, particularly during the enchanting Christmas season. Paskorus serves more than just a musical celebration; it has become a symbolic gathering, marking an assembly of the entire Pisay Calabarzon community. As we bid farewell to the passing year, Paskorus provides a poignant platform for reflection, camaraderie and appreciation for the shared experiences within the campus. Moreover, Paskorus had evolved into a heartwarming get-together, uniting students, teachers and staff on the students' final day in the campus. This event becomes memorable farewell, creating lasting connections and a sense of unity before embarking on new journeys.

III. Scope of Work and Job Specifications

The supplier must provide a Sound system set up with the following requirements

- Speakers, Sub woofers, mixer
- 6 microphone
- 6 microphone stands
- Audio Players

IV. APPROVED BUDGET FOR THE CONTRACT

The allocated budget for the contract has been approved at 8,000 PHP.

V. MODE OF PROCUREMENT

The authorized mode of procurement shall be "**SMALL VALUE PROCUREMENT**" in accordance with the 2016 Revised Implementing Rules and Regulations of Republic Act 9181.



Certificate No.: SCP0004200

- VI. **EVALUATION AND SELECTION CRITERIA**
The project will be awarded to the supplier submitting the lowest bid with complete documents
- VII. **PAYMENT SCHEME**
Payment will be processed within 30-45 days upon successful delivery of the specified items to the procuring entity.
- VIII. **DELIVERY TERM**
The designated rental is reserved for use on December 18, from 1:00 PM to 4:00 PM.

Prepared by:

SARHA A. BAUTISTA
21-Nov-2023
SARHA A. BAUTISTA
PEHM Teacher

Noted:

RONNEL S. ESCALERA
RONNEL S. ESCALERA
PEHM Unit Head

Recommending Approval:

MABELLE V. FURTO
MABELLE V. FURTO
CID Chief

Certified Appropriate Funds Available:

DANICA G. CACAO
DANICA G. CACAO
Budget Officer

ARNEL E. AGUILA
ARNEL E. AGUILA
Accountant

Recommending Approval:

MA. THERESA P. PAGULAYAN
MA. THERESA P. PAGULAYAN
FAD Chief

Approved by:

MR. REX S. FORTEZA
MR. REX S. FORTEZA
Campus Director